ACADEMIC OPERATING POLICY AND PROCEDURE

MEMORANDUM

TO:

DATE: September 1992

SUBJECT: AOP 13.02 - Selection of William L. Giles Distinguished Professors

PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to define the policy on the selection of William L. Giles Distinguished Professors.

REVIEW

This AOP will be reviewed every four years (or whenever circumstances require an earlier review) by the Associate Provost for Academic Affairs (APAA) with recommendations for revision presented to the Provost and Executive Vice President.

POLICY/PROCEDURE

One of the highest honors the University can bestow upon a faculty member is that of Distinguished Professor. It is not a faculty rank but an honorary distinction. This recognition is based on distinguished scholarship as evidenced by a record of outstanding research, teaching, and service and is conferred only on a faculty member at Mississippi State University who has attained national or international status. This distinction is designed to recognize a continuing commitment to establishing career recognition and faculty excellence at Mississippi State University. In that context, a minimum of five years of service at MSU at the rank of Professor with tenure is necessary for consideration.

It is expected that the successful candidate will have an exemplary record in all three areas of the University’s mission: teaching, research, and service. The criteria for selection, which are available in the Office of Academic Affairs, will be rigorously applied. They include a distinguished record as a scholar, demonstrated research achievements, and national or international prominence as verified by external reviewers from the candidate's specific field. Outstanding performance in teaching and service, and motivating colleagues and students toward their best professional career goals and objectives are also to be considered in the appraisal of a
nominee. Appropriate documentation must be provided to support the case for excellence in all
three of the areas of research, teaching, and service, as well as in the area of motivating others.
No administrator at the level of dean or above is eligible for consideration as a Giles
Distinguished Professor.

Nomination of a professor for designation as a “William L. Giles Distinguished Professor” will
originate with the department or the college/school in which the nominee holds the rank of
professor. If the nomination originates with the department, it must be forwarded to the dean for
review. The nomination, along with appropriate documentation, will then be forwarded to the
Provost for review and further consideration. A University Distinguished Professors Review
Committee, all of which shall hold the rank of professor, will play a major advisory role to the
Provost in considering the nominations for Distinguished Professors. It will consist of seven
members: Vice President for Research and Economic Development (Chair), two current
Distinguished Professors designated by the Provost, two members designated by the President,
and the President and Vice President of the Faculty Senate or designees. The committee
members designated by the President will serve staggered two-year terms. The two
Distinguished Professors will be appointed on an ad-hoc basis in order to avoid any potential
conflict of interest with faculty applicants and they should not hold an administrative
appointment.

The committee will consider all nominations and advise the Provost accordingly. The Provost
will, in turn, make recommendations to the President for final approval and announcement of
Distinguished Professors will be made by the President. The Chair of the University
Distinguished Professors Review Committee will write a letter to each nominator informing
them of the overall recommendation of the Review Committee for that nominee.

The total number of Distinguished Professors will constitute a relatively small percent of the
faculty. No stipulation is made concerning the number of Distinguished Professors that may be
named in any one year. There may be years in which no Distinguished Professors will be
designated.

The appointment of Distinguished Professors will occur during the Spring Semester of each
academic year. A call for nominations will be issued by the Office of Academic Affairs in
September of each year. The deadline for submission of nominations to the Provost is January
31.

RESPONSIBILITIES:

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<th>Position</th>
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<td>Associate Provost</td>
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APPROVED BY:

/\Peter L. Ryan
Associate Provost for Academic Affairs  5/18/12

/\Jerome A. Gilbert
Provost and Executive Vice President  5/21/12

/\Meghan Millea
President, Robert Holland Faculty Senate  5/25/12

REVIEWED BY:

/\Lesia Bryant
Office of Internal Audit  6/18/12

/\Joan L. Lucas
General Counsel  7/24/12

APPROVED:

/\Mark Keenum
President  7/31/12

THIS POLICY HAS BEEN SUPERSEDED